



Islamic Republic of Afghanistan  
Independent Election Commission

### **Archiving and Destruction of Sensitive Electoral Materials Regulation**

This regulation has been developed in order to regulate the related affairs of archiving and destroying sensitive electoral materials considering the given authorities, based on article (56) of the Electoral Law.

#### **Terms**

#### **Article One:**

The following terms mean:

- 1) Commission: Independent Election Commission established in accordance with the article (156) of the Afghan Constitution.
- 2) Sensitive Materials: It includes the following items:
  - 1- Used and unused voter registration books;
  - 2- Used and unused ballot papers;
  - 3- Voters' list;
  - 4- Completed and unused forms of polling declarations;
  - 5- Completed and unused vote counting forms;
  - 6- Any kind of documents or materials containing information regarding observers, political parties, and candidates agents' accreditations;
  - 7- Documents belonging to candidates' nomination;
  - 8- Stamp and ballot boxes;
  - 9- Challenge and complaint forms and their documents related to them;

And any other materials that are declared as sensitive electoral materials by the commission.

#### **Archiving Sensitive Materials**

#### **Article Two:**

- 1) The commission can put all or some of the sensitive materials in the archive to be used in the future.
- 2) Sensitive materials can be archived either physically or electronically.
- 3) Sensitive materials are to be kept in those areas where public access is impossible and secrecy of the contents is guaranteed as well.

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- 4) The conditions of making use of and having access to archived sensitive materials as well as the necessary measures to organize and maintain the materials are regulated in the related procedure.

### **Disposing of Sensitive Materials**

#### **Article Three:**

- 1) After ending each electoral period in the capital or provinces, the commission will identify those materials which are not necessary to be archived and then destroy them in accordance with the articles of this regulation.
- 2) Effective measures shall be taken to destroy sensitive materials in order to maintain transparency and secrecy of the process. Sorting, place and date of disposal of the materials are shall be specified and publicized by the commission.
- 3) The materials disposal method and the necessary measures to keep transparency and secrecy of the materials are regulated in the concerned procedure.

### **Monitoring, Observing, Preparing Report, and Certifying**

#### **Article Four:**

- 1) The representatives of the following organizations can attend a predetermined place to monitor, observe or provide reports on the destroying sensitive materials.
  - Political parties
  - National and International Election Observation Organizations
- 2) At the end of materials' disposal process, a specific form (attached to this regulation) shall be filled out, certified and signed by the representatives of the abovementioned organizations as stipulated in paragraph (1) of this article.

### **Entering into Force**

#### **Article Five:**

This regulation enters into force after the date of approval and shall be published.



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**Certification Form of Disposal of Sensitive Materials**

The electoral process to which the materials apply:

Province:

Type of materials:

No	Materials	Quantity
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Location:

Date: / /

Certification:

I hereby certify that all the above listed sensitive materials have been destroyed in our presence, with consideration for the transparency and secrecy of the information included in the materials.

No	Name	Occupation & Organization Name	Signature

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Assigned Person's Certification: I ( ), who work as ( ) at the Secretariat of the Independent Election Commission who has been assigned under the instructions of the Secretariat of the Independent Election Commission to destroy the above enlisted sensitive materials, certify that the information in this form is true.

Date: / /

Signature

Approval Date: 14.12.2008

